

Departmental Examination Rules
for Mantralaya Departments Staff
Framing of -

GOVERNMENT OF MAHARASHTRA

General Administration Department,
Government Circular No.EXM-1076/XVII
Mantralaya, Bombay -400 32.

Dated the 30 June 1977.

CIRCULAR OF GOVERNMENT

Notifications under proviso to Article 309 of the Constitution of India, prescribing departmental examination rules for the Mantralaya Department Staff viz. (1) P.R.T examination rules for Lower Division Clerks (ii) P.R.T examination rules for Assistants and (iii) Departmental Examination rules for Assistants for qualifying for promotion to the posts of Superintendent, have been duly published in the Maharashtra Government Gazette extraordinary, dated the 6 th June 1977. Copies of the Notifications have already been forwarded to the Mantralaya Departments under Government Endorsement, No.EXM-1077/XVIII, dated the 20 June 1977.

2. Statements in annexes I , II and III giving comparative position of the various provisions of the earlier rules and the corresponding revised rules have been appended to this circular.

3. The attention of Mantralaya Departments is, however, invited to the following important provisions of the new rules :-

I. P.R.T Examination for Lower Division Clerks and Assistants.

(a) The normal period for passing the examination is 4 years from the date of appointment as Clerk / Assistant and 3 Chances can be availed of during this period.

The candidates who have not passed the P.R.T examination prior to 6 th June 1977, have been permitted to pass the examination within 3 years from 6 th June 1977 and within 2 chances.

(b) The candidates appointed before 6th June 1977 are exempted from passing the examination, if

(i) he is already confirmed as a Lower Division Clerk; or Assistants.

(ii) he has passed the examination under the earlier rules; or

(iii) he has been absorbed as a Lower Division Clerk on Assistant. 1 st November 1956 under the Allocated Government Servants Rules ; or

(iv) he has been exempted from passing the examination under the earlier rules.

(c) Standard of passing is 50 percent and minimum marks for getting exemption in individual papers in case of unsuccessful candidate is 55 percent.

(d) There is no provision for grant of grace marks.

(e) With holding of increments without future effect until the candidates pass the examination and also loss of seniority is the penalty prescribed for not passing the examination within the prescribed period and the number of chances.

(f) Training given to the candidates have, however, to make applications in the prescribed form to the Secretary, General Administration Department for permission to attend the training classes and to appear for the examination held thereafter.

II) P.R.T Examination for Assistants.

The P.R.T Examination Rules for Assistants have been given retrospective effect from 1 st January 1974. The candidates who were appointed as Assistants on 1 st January 1974 and thereafter are governed by these rules and get a period of 4 years and 3 chances to pass the examination, without any penalty being imposed.

III) Departmental Examination for promotion to the posts of Superintendents in the Mantralaya Departments.

The changes made in the previous rules are given below :

(a) One year more and one chance more has been given only to the candidates belonging to :-

- (i) the Scheduled Castes ,
- (ii) the Scheduled Tribes,
- (iii) the denitrified Tribes and the Nomadic Tribes,

to pass the examination than the normal period of 9 years, from the date of appointment as Assistant and the 3 chances.

(b) Grace marks up to 7 can be granted for failures in 2 subjects only, provided the candidates get 50 percent of the marks in the aggregate, with a view to enable them to pass the examination.

(c) The candidates desiring to appear for the examination in any year have to apply in writing to the Secretary, General Administration Department in the prescribed application form.

(d) Standard of passing is 50 percent and minimum marks for getting exemption in individual papers in case of unsuccessful candidates is 55 percent.

3. All the Departments of the Mantralaya and Secretary, Maharashtra Public Service Commission are requested to bring notice of the staff under them.

By order and in the name of the Governor of Maharashtra,

(A.D.Vaidya)
Under Secretary to the Govt. of Maharashtra.

To,

All Departments of the Mantralaya,
The General Adiministration Department,
Desks XIX and XIV,
The Secretary, Maharashtra Public Service Commission (by letter).

Annexure I
Examination P.R.T for Lower Division Clerks

Items	Existing provisions.	New provisions
1) Period during which the candidate should pass the examination after appointment.	No period from the date of appointment is fixed. He should pass the examination within three chances (to be taken at any three out of four successive chances) after successful completion of the training course to which he is admitted.	He should pass the examination within four years from the date of appointment within 3 chances. The candidate who have been appointed prior to the rules in the gazette, should pass the examination within 3 years from the date of coming into force of these rules & within two chances.
2) Consequences of failure to pass the examination within the prescribed period and the number of chances.	(i) Candidate is not confirmed until he passes the examination. (ii) Candidate loses Seniority to all those who have passed the examination before he passes it.	(i) He is not confirmed until he passes the examination. (ii) He will not be allowed to draw his next increment until he passes the examination. Increment so withheld shall become payable to him with effect from the date on which he passes the examination & all future increments shall accrue as if no increment is withheld. past arrears shall not be admissible. (iii) He shall lose seniority to all who have pass the examination before him.
3) Exemption from passing the examination.	Nil	A person already appointed before the coming into force of these rules is exempted if- (1) he is already confirmed as a Lower Division Clerk or (ii) he has passed the examination under the existing rules of (iii) he has been absorbed as a Lower Division Clerk under the Allocated Government Servant Rules on 1.11.1956 , or iv) he has been exempted from passing the examination under the existing rules.

4) Standard of passing in individual papers.	50 percent	50 percent
5) Standard of passing	40 percent	50 percent
6) Limit for getting exemption from appearing in individual subjects by unsuccessful candidates in subsequent examination.	50 percent	55 percent
7) Attendance in the Training Classes.	Minimum attendance of 75 percent of the total No. of lectures is compulsory.	Attendance in the Training class is optional.
8) Application to be made for admission to the Training class & Examination.	No such application necessary.	Application in the prescribed form is necessary.

Annexure II
Examination P.R.T. for Assistants

Items	Existing provisions	New Provisions
1) period during which the candidate should pass the examination after appointment.	No period from the date of appointment is fixed. He should pass the examination in the first chance to be taken after successful completion of the training course to which he is admitted.	He should pass the examination within four years from the date of appointment & within 3 chances. The candidate who have been appointed to the post of Assistant prior to the date of publication of the Rules in the Gazette & have not passed the examination, shall be required to pass the examination within a period of 3 years from such date to the and within two chances.
2) Consequences of failure to pass the examination within the prescribed period & the number of chances.	(i) He shall not be confirmed in the post of the Assistant until he passes the examination. (ii) He shall not be allowed to draw his next increment until he passes the examination. Increments so withheld shall become payable to him with effect from the date on which he passes the examination & all future increments shall accrue to him as if no increment has been withheld. No past arrears shall be paid to him.	(i) He shall not be confirmed in the post of the Assistant until he passes the examination. (ii) He shall not be allow to draw his next increment until he passes the examination. Increments so withheld shall become payable to him with effect from the date on which he passes the examination & all further increments shall accrue to him as if no increments where withheld. No past arrears shall be paid to him. (iii) He shall lose seniority in the cadre of Assistants to all those who have passed the examination before him.
3) Exemption from passing the examination.	-	An Assistant is exempted from passing the examination, if on the Gazette date. (i) he is already confirmed as an Assistant, or (ii) he has already passed the examination under the existing rules ; or

		(iii) he has already been absorbed as an Assistant on 1.11.56 under the Allocated Government Servants Rules; or (iv) he is already exempted from passing the examination under the existing rules.
5) Limit for getting exemption from appearing in individual papers by unsuccessful candidates in subsequent examinations.	60 percent	55 percent
6) Grace marks.	5 grace marks in one paper.	No grace marks.
7) Attendance the training class.	Minimum attendance of 75 percent of the total No of lectures is compulsory.	Attendance in the class is optional.
8) Application to be made to the General Administration Department for admission to the Training class & for examination.	Not necessary	Application is necessary for Training Course examination.

Ammexire III
 Examination Departmental for promotion to the
 posts of Superintendents in the Mantralaya Departments.

Items	Existing provisions	New Provisions
1. Concessions of one year more & one chance more to Backward Class persons to pass the examination.	All Backward Class persons eligible.	Backward class persons belonging to Schedule Castes, Schedule Tribes, De-notified Tribes only are eligible.
2. Granting of grace marks.	Grace marks up to 12 could be granted to the candidates, who get 50 percent of the marks in the aggregate & fail in only 2 papers.	Grace marks up to 7 can be granted to the candidates who get 50 percent of the marks in aggregate & fail in only 2 papers.
3. Limits for getting exemption from appearing in individual Subjects by unsuccessful candidates in subsequent examinations.	60 percent	55 percent
4. Application to be made to the General Administration Department for admission to the Examination.	Not necessary	Necessary